

To,

Consulate of Italy

99, Jalan U Thant, Taman U Thant,
55000 Kuala Lumpur, Federal Territory
of Kuala Lumpur, Malaysia

Feb 23, 2023

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Subject: Approval of my Visitor Visa with Italian Consulate

Dear Sir/Madam,

I would like to visit Italy for visiting between Apr 17, 2023 and May 17, 2023 .

Travel Purpose: Visiting my friend

As Malaysia citizen, I need to get a Visitor Visa for the same. This would explain the details of my trip and make a case for the issuance of my visa.

I am currently working at Mould University as Professor I am the bearer of the expense of this trip

I am following the requirements as mentioned on the Italian consulate website.

Please find enclosed the following documents to support my Visitor Visa application :

- **An official affidavit from a gazetted office provided by my host**
- **Duly filled visa application form**
- **Proof of my leave approval from my employer**
- **Day-wise travel itinerary (mentioned above)**
- **My employment contract**
- **Photos as per visa specification**
- **Original and copy of my passport with minimum 6 months validity**

I trust you will find that everything is in order. If you need to contact me for further clarification or additional details on my application my details are below.

I look forward to hearing from you.

Sincerely,

_____ Date: Feb 23, 2023

(*George Fernandes*)

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